

2017 Jersey Fresh Farm to School Recognition Program & "Best in New Jersey" Award Program Application

APPLICATION DEADLINE: JULY 1, 2017

Participation in the JERSEY FRESH FARM TO SCHOOL RECOGNITION & AWARDS PROGRAM will promote your school's efforts to serve Jersey Fresh produce and support local agriculture. There are two parts to this application:

Registering for the RECOGNITION PROGRAM is an opportunity to expand your school's Farm to School efforts and highlight Jersey Fresh produce in your school meals. This program encompasses endless educational opportunities to learn about proper nutrition and the New Jersey Agricultural Industry.

By applying to highlight what your school's Farm to School activities are and to be included in the Jersey Fresh Farm to School Recognition Program, you are automatically entered into the "BEST IN NEW JERSEY FARM TO SCHOOL AWARD" competition.

The Best in New Jersey Farm to School Award will be presented to the school that best exemplifies Farm to School initiatives in as many related activities as possible. The award will be presented to the winning school in the 2017-18 school year during *JERSEY FRESH FARM TO SCHOOL WEEK*, September 25-29, 2017.

PLEASE NOTE: *THIS APPLICATION WILL BE USED FOR BOTH THE RECOGNITION PROGRAM AND THE AWARD.*

SCHOOL RECOGNITION PROGRAM MINIMUM REQUIREMENTS

- Schools must administer, in good standing, the National School Lunch Program.
- Schools must submit this completed online application packet with required documents which must include invoices to confirm procurement of locally grown produce from NJ farms, marketing materials for Farm to School events and examples of classroom-cafeteria connections around Farm to School activities..

This online application must be completed by July 1, 2017 and all hard copy documentation requested must be postmarked by July 1, 2017 and sent to the address at the bottom of this survey.

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Please provide us with your contact information.

* 1. Contact Information

School Name

Contact Name

Title

Street Address

City/Town

State/Province

ZIP/Postal Code

School District

Email Address

Phone Number

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NSLP Agreement Number

2. Schools applying for this award must participate in the National School Lunch Program in good standing. Please provide the Agreement Number for your school (this can be obtained through your School District Business Administrator or School District Food Service Director).

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JERSEY FRESH FARM TO SCHOOL WEEK AND NATIONAL FARM TO SCHOOL MONTH

* 3. In January 2011, Governor Christie signed legislation establishing the last week of September every year as JERSEY FRESH FARM TO SCHOOL WEEK promoting Farm to School efforts to:

- Strengthen children's and the school communities' knowledge about agriculture and nutrition
- Increase children's consumption of Jersey Fresh fruits and vegetables
- Increase market opportunities for farmers

To be considered for the FARM TO SCHOOL RECOGNITION PROGRAM, please share with us how your school planned at least one (1) promotion/event during the annual JERSEY FRESH FARM TO SCHOOL WEEK in school year 2016-17 (farmer visit assembly, school garden event, Harvest Meal highlighting a local farm, cooking contest using seasonal produce, etc.).

To be considered for the BEST IN NEW JERSEY FARM TO SCHOOL AWARD, schools must have participated in more than one promotion or event listed below. Submission of only one promotion or event ensures entry into the FARM TO SCHOOL RECOGNITION PROGRAM.

Please answer in the text boxes below and provide hard copies of all materials to the NJDA Farm to School Program address provided at the end of the survey. Unfortunately, we are unable to receive large files via email so all flyers, marketing materials, invoices etc must be mailed to us in order to be entered into the program.

Harvest Meal, Week OR
Month Event(s)

School Garden Related
Event(s)

Cooking Contest(s) Using
Local Produce

Taste Test(s) Using Local
Produce

Other-Please Specify

4. Please share how your school menued and served fruit or vegetables sourced from a New Jersey farm or highlighted produce grown in a school garden during the month of OCTOBER, NATIONAL FARM TO SCHOOL MONTH. Documentation, including invoices when available, must be provided for the product served and the farm from which it was sourced.

To be considered for the BEST IN NEW JERSEY FARM TO SCHOOL AWARD, schools must have participated in more than one promotion or event listed below. Submission of only one promotion or event ensures entry into the FARM TO SCHOOL RECOGNITION PROGRAM.

Instructions to send hard copy documentation to the NJDA Farm to School Program will be provided at the end of the survey.

Harvest Meal, Week or
Month activities

School Garden Related
Event(s)

Cooking Contest Featuring
Local Produce

Taste Tests Featuring
Local Produce

Other

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FARM TO SCHOOL PROMOTIONS

5. What type of promotions did you use to highlight Farm to School activities?

Instructions to send hard copy documentation to the NJDA Farm to School Program will be provided at the end of the survey.

Morning announcement or
school television morning
show

Flyers sent home to
parents

Online newsletter

Website posting

Social media (school
Facebook page, etc)

We have not had a chance
to highlight what our Farm
to School activities are

Other

6. Is there any type of communication with parents to share information about the school's farm to school activities throughout the year (other than during Jersey Fresh Farm to School Week and National Farm to School Month) and if yes, how is this information communicated with families in your community?

☐ Flyers sent home in backpacks

☐ Online newsletter

☐ Posters in school and/or cafeteria

☐ Parent Teacher Organization

☐ School Board Meetings

☐ We have not communicated with parents about farm to school activities.

☐ Other (please specify)

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SCHOOL GARDENS

7. Does your school have a school garden or is it in the planning stages of implementing a school garden? Gardens may include window-sill/container gardens, raised beds, greenhouse, courtyard/outdoor classrooms. Please choose all that apply.

- ☐ Yes, we have a school garden
- ☐ No, we do not have a garden but are planning to start a school garden
- ☐ No, we do not have a garden and do not have plans to start one
- ☐ Outdoor garden, raised beds
- ☐ Outdoor garden, in ground
- ☐ Indoor garden, aquaponic system
- ☐ Indoor garden, hydroponic system
- ☐ Indoor garden, vertical wall
- ☐ Greenhouse
- ☐ Roof top garden
- ☐ We use a garden off-site from the school grounds

Other (please specify)

8. If your school DOES have a school garden, please check all that apply.

- ☐ Produce from school garden is served in cafeteria as part of NSLP
- ☐ Produce from school garden is served as taste tests in cafeteria but is not part of NSLP
- ☐ Produce from school garden is not served in cafeteria
- ☐ Produce from school garden is used for taste tests and nutrition education in the classroom or after school
- ☐ Other (please specify)

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FARM TO SCHOOL IN SCHOOL MEALS

9. Please check all that apply in reference to your school meals. Please send documentation to us that supports these answers (produce spec sheets, produce invoices showing state of origin, copies of promotional materials used for signage, menus, etc).

- ☐ Our school has a salad bar that offers fresh fruits and vegetables every day
- ☐ Our school offers locally sourced fruits and vegetables whenever possible throughout the year, not just during Farm to School Week (please provide documentation of purchase orders)
- ☐ Our school highlights items through signage and sharing information on the menu when fruit and vegetables are locally sourced (please provide at least one example of this information sharing)
- ☐ Our school participates in the Department of Defense (DoD) Fresh Program
- ☐ Our school participates in the Fresh Fruit and Vegetable Program
- ☐ Please share any other ways your school offers fresh fruits and vegetables that are not highlighted above.

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STAKEHOLDER SUPPORT FOR FARM TO SCHOOL

10. Please list all the stakeholders in your school community who support FARM TO SCHOOL efforts in your school or district:

☐ School Cafeteria Personnel/Food Service

☐ School Principal

☐ Teachers

☐ Parents

☐ School Nurse

☐ School Custodial Staff

☐ Health Teachers

☐ Gym Teachers

☐ Curriculum Instructors

☐ After School Programs

☐ School Board Members

☐ School District Superintendent

☐ School District Business Administrator

☐ Students

☐ Local Businesses

☐ Area Non-Profits

☐ Other Organizations

☐ Other School Personnel Not Listed Above

Other (please specify)

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**THANK YOU FOR SUBMITTING YOUR APPLICATION. WE WILL COMMUNICATE WITH ALL
SCHOOLS IN AUGUST 2017.**

**PLEASE SUBMIT HARD COPY DOCUMENTATION TO THE NJDA FARM TO SCHOOL PROGRAM AT
THE ADDRESS LISTED BELOW POSTMARKED BY JULY 1, 2017 :**

New Jersey Department of Agriculture

**Food and Nutrition Division
Farm to School Program
PO Box 334
Trenton, NJ 08625-0334**

For more information, please email newjerseyf2s@ag.state.nj.us or contact:

**Beth Feehan
Farm to School Program Coordinator
(609) 292-8747**

**Chris Cirkus
Farm to School Program Assistant Coordinator
(609) 292-8662**